

Innovative Technology: The Lethal Fence



An example of the type of electrified fence that may be installed at Arizona state prisons.

There is some electrifying new technology on the horizon in the Arizona Department of Corrections that most certainly will discourage an inmate from planning any escape attempts.

You and, of course, inmates may find this information shocking, because in fact, it's an electrified fence.

The Arizona Department of Corrections is proposing to install lethal, electrified fencing on the 18-foot-tall wall surrounding Arizona State Prison Complex-Florence's Central Unit. Once touched, the fence's voltage is enough to kill anyone planning to escape.

"The electrified fencing will let the Department make better use of our most valuable resources, Correctional Officers. ADC can take the 21 officers who normally man the towers and assign them to fill more critical vacancies," said ADC Deputy Director Charles Ryan. "Currently, the deterrence is the armed officers on the wall. We think with the technology the same level of deterrence will exist, but in a more cost effective way."

Though ADC will pay a one-time fee of approximately \$1.2 million to construct the fence, it will save approximately \$735,000 in personnel savings annually. Not manning the towers and reassigning those officers to fill other posts will assist the Department in filling the 22 percent vacancy rate at ASPC-Florence.

Along with the lethal, electronic fence at Florence's Central Unit, the Department is also considering installing a stun fence of lesser voltage that will shock any person who touches it. Any inmate planning to escape over the fence will be immediately knocked away.

The stun fencing has been considered for Cook, Meadows and

Rynning units at ASPC-Eyman; the Cimmaron Unit at ASPC-Tucson and the Cheyenne Unit at ASPC-Yuma. Variable voltage fencing will be installed to correct design flaws discovered four years ago as a result of an inmate escape at Winslow's Kaibab Unit. The flaw enabled an inmate to climb onto the roof of an administration building and then leap over the adjacent perimeter fence. The new stun fencing will prevent such an escape from happening.

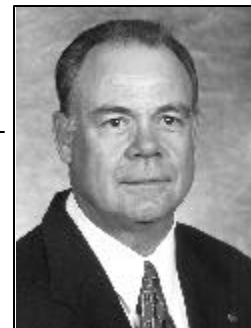
Recently, the Department informed a legislative committee of the plan. Available funding will dictate the final outcome.

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DIRECTOR'S PERSPECTIVE

by Terry L. Stewart



The Budget, the Legislature, Layoffs, and Integrity!

The Budget

As most of you are aware, the Legislature recently adjourned the legislative session. Because of the slumping economy and the tragic events of last September 11th, the modification of the Fiscal Year (FY) 2002 budget and the development of a FY 2003 budget presented many significant challenges. Since almost two-thirds of the General Fund cannot be touched by the Legislature because of voter protected initiatives and statutory funding formulas, the lion's share of reductions or cuts necessarily fall on those agencies remaining in the one-third of the General Fund that is not obligated. The Department of Correction's budget represents nearly a quarter of the unprotected one-third remaining in the General Fund.

The Legislature

Consequently, when the Legislature was faced with the necessity to reduce the state budget in FY 2002 by nearly \$1 billion, it was only natural for them to look at the agencies which use the larger share of the unprotected funding. Unfortunately, when the House suggested additional cuts on top of the 4% that was proposed by the Governor, they did not solicit input from the Department on what impacts further cuts would have on the prison system. Since there is a mistaken belief that there is "fat" in our budget, members of the Legislature were surprised to learn of the consequences if the Department's budget was reduced an additional 2% or 6% more than the 4% already ex-appropriated. In order to implement such a budget within the limited time left in the fiscal year the Department would have had little recourse but to lay off employees, close prisons, or change the criminal code to allow the release of inmates. The fact is, over the years the Legislature has essentially eliminated any "fat" that may have existed in our budget. In addition, inflationary cost increases have continued to erode our base budget.

During the Legislative session, I was criticized for two issues. First, I was accused of being the "Little boy who cried wolf" because of my repeated warnings about inmate growth and the

dangers overcrowded prisons pose to staff and inmates. Keep in mind that the Legislature had already repealed the more than \$200 million previously appropriated for the construction of 4,400 beds in Tucson. Since this money has been eliminated, there are no funds committed for the future construction of new state operated prison beds. These funds were removed during a time when inmate growth had slowed. I advised the Legislature why the growth had slowed and assured them it would return. It finally has! In fact, this fiscal year, the Department is growing at more than twice the legislatively funded level. I also advised the Legislature, consistent with the recent Auditor General's *Report on Security Operations*, that tents were unsafe to manage overcrowding and that given our staffing limitations, the system could not manage more than 2,500 inmates over the designated bed capacity.

The second criticism involved an alleged mismanagement of funds which supposedly created a deficit in Inmate Health Services. The Department had already developed an annual deficit in inmate health care funding due to escalating health care inflation and an increasing number of inmate "catastrophic" health problems. The Department had repeatedly requested additional monies in recent budget submissions to address the rising costs of inmate health care, although, additional monies were never appropriated by the Legislature for this purpose. Fortunately, the Department was able to cover the deficits in previous years because funding was available from the delayed opening of new prison units. However, this fiscal year was the first time since the early 1980's that the Department was not appropriated funding to open new beds. As a result, the Department could not cover the cost of the inmate health services deficit - particularly given that our budget was reduced by \$85 million in the middle of the fiscal year. These criticisms were simply unsupportable.

Health care for inmates is mandated by both the United States and Arizona Constitutions, and by state statutes. Therefore, the Department had to find a way to pay the bill for inmate medical

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needs. In the third special legislative session on the budget, the House agreed that the Department needed an \$8.5 million supplemental appropriation for the health care deficit and included it in the bill they transmitted to the Senate for consideration. That bill also restored the one-quarter percent reduction to our budget that the Legislature had previously added to the 4% recommended by the Governor. Unfortunately, the Senate not only reduced the House recommendation from \$8.5 to \$4.5 million, but they also eliminated the restoration of the one-quarter percent.

The Layoffs

The consequences of the Senate's actions on the Department's budget would have been destructive to both the agency and its employees. In order to generate the funding necessary to implement both the \$4 million cut and the additional one-quarter percent reduction, the Department had to focus on personnel salaries as it is the only area in the Department's budget large enough to generate that magnitude of savings in that short period of time.

We considered the following three options: (1) The layoff of permanent employees. Permanent employees are the backbone of the corrections' operation and layoffs would create the most operational problems. Additionally, permanent employees would be afforded Reduction in Force (RIF) rights which would take months to implement. Since savings would have had to begin on March 1, 2002, to generate the necessary savings, a RIF could not have been completed within the available time. Consequently, this first option just was not practical. (2) The layoff of uncovered personnel. That strategy was not feasible either because most of these employees had mobility assignments back to permanent positions. In addition, many employees would have had large leave balances that would either be used or have to be paid off - thus negating any salary savings. (3) The layoff of staff on original probation status. This was really the only viable option. Unfortunately, it would have required the separation of more than 540 staff to generate the necessary savings between March 1st and the end of the fiscal year.

Fortunately, the Legislature looked at

the facts and passed SB 1060 (budget reconciliation; 2002), which provided \$4.5 million to cover the remaining Inmate Health Services deficit. In addition, SB 1060 restored one half of the one-quarter percent reduction that they had originally taken on top of the Governor's 4% reduction. In the final analysis, the Legislature agreed that the Department had a legitimate deficit and provided the required funding. This supplemental funding eliminated the need to consider layoffs.

With the passage of both SB 1060 and the Fiscal Year 2003 budget, the Legislature authorized a short-term strategy to cope with the spiraling inmate growth. Essentially, the Legislature approved: (1) the immediate release of approximately 700 inmates; (2) the purchase of 1,124 temporary private and county jail beds; and, (3) the issuance of Requests-for-Proposals to privatize 1,400 DUI beds and 2,200 female beds. In short, the Legislature authorized 4,724 contract beds and the release of several hundred inmates. Personally, the addition of these beds and the supplemental health services funding ultimately provided in SB 1060 vindicates the "Little boy who cried wolf. ."

Integrity

There was another scenario playing at the same time my integrity in representing the needs of the Department of Corrections and its employees was under attack which was equally unjust as those brought by various legislators. The three major employee groups in the Department took very different courses of action in this controversy. The American Federation of State, County, and Municipal, Employees (AFSCME) and the Fraternal Order of Police (FOP) chose to focus on the issues of employee safety, prison beds, pay raises and employee benefits. Unfortunately, the Arizona Correctional Peace Officer Association (AZCPOA) chose to provide lies and misinformation to both the Legislature and the media.

The following actions taken by AZCPOA during a difficult and challenging period for the entire Department were reprehensible. While the Department was waiting for the Legislature to act on SB 1060, a number of probationary employees called their elected

representatives to express their concerns for their jobs. While I did not solicit employees to make these calls, they were entirely appropriate for constituents to make to their elected officials. However, AZCPOA reported to Senator Solomon and many other legislators, that I had already ordered layoffs. That report was simply a lie. Not one of the identified 540 employees who would have been laid off was, in fact, laid off.

AZCPOA also reported a number of their concerns to the print and electronic media. The media, in turn, contacted the Department and inquired about their issues. After the facts were explained, their issues were not pursued by one single media outlet. Consequently, the only way AZCPOA could get their lies and misinformation published was to purchase a paid advertisement in *The Arizona Republic*.

Finally, AZCPOA has made an issue out of the protection that is provided by the state to me and my family. They mention that many of their members are threatened and those members do not get the protection that I do. It is imperative that a clear distinction be made here. I do not receive protective services because I have been threatened; I receive them because there have been two separate assassination attempts on my life. Moreover, the threat is ongoing as prison gangs continue in this effort. One could argue that such attempts "come with the territory" when you accept the position of Director of Corrections. However, that proposition certainly is not true when it comes to the safety of my family.

The AZCPOA advocacy in opposition to the state providing protective services for me has put my wife and five children at risk. For any organization to take such a position, let alone one that represents law enforcement employees, is simply unconscionable, if not contemptible. While I may disagree with their points of view or their strategies, I would **never** advocate a position that would endanger their families.

Many things distinguish the members of the law enforcement community from

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Inmate Found Guilty in Stabbing of Correctional Officer

Inmate Luke Hilgendorf has been found guilty in the stabbing of ASPC-Florence Correctional Officer Jason Coryell and the attempted stabbing of two other officers.

A Pinal County jury found Hilgendorf guilty of four counts of dangerous and aggravated assault by a prisoner and one count of promoting prison contraband, both Class Two felonies and one count of disorderly conduct with a weapon, a Class Six felony.

On August 25, 2000, Hilgendorf stabbed Coryell three times in the abdomen with a piece of heavy gauge wire while Coryell and another Officer were moving him to a recreation area.

Hilgendorf was already serving 25 years for First and Second Degree Murder as well as First Degree Burglarly with a weapon.

The date of Hilgendorf's sentencing is pending.

From the Mailbag

Dear Directions Editor,

I am writing to let you know things are looking up at Central Unit, ASPC-Florence. COII Michael Rizzo who works at Central Unit has been a main contributor to the Unit's optimism.

COII Rizzo has dedicated his life, body and attitude to bodybuilding. His quest for a healthy lifestyle and positive attitude has been reflected in his work performance. This in turn affects all other staff members into doing their best. Our work place is not always positive and may be risky at times, so health is essential. COII Rizzo encourages officers by answering questions on exercise and nutrition. I want to thank COII Rizzo for his dedication in and out of work.

Respectfully yours,
COII Elaine Delgado
Central Unit, Florence



Dear Mr. Menninger:

I would like to take this opportunity to acknowledge and thank one of your regional parole officers, Mr. Rick Cleland.

Mr. Cleland recently presented an overview of the Department of Corrections at my class at Yavapai College entitled Criminology. He also had clients present and participate in the class discussion. Mr. Cleland did an outstanding job and provided information

very valuable to my students and definitely piqued their interest in the community correctional field. He is truly a worthy ambassador for the Arizona Department of Corrections and his chosen profession.

Yavapai County is very fortunate to have Mr. Cleland as its regional parole officer.

Sincerely,
Bill Fitzgerald
Adjunct Professor / Yavapai College

Department's Health Fair Pilot a Success

by Alison Banks-Conyers, Health Educator, Health Services



ASPC-Phoenix's Deputy Warden Travis Badgett gets weighed at the health fair.

Recently, the Arizona Department of Corrections Health Services Division launched the first Preventive Health Clinic for staff and inmates. The pilot began at ASPC-Globe and focused on wellness and prevention issues, including displays ranging from tobacco education and cessation, to comic books explaining how HIV is spread. Exhibitors included the ADC Occupational Health Program, the ADC Health Education Program, Cigna Healthcare, the Arizona Tobacco Education and Prevention Program, American Diabetes Association, American Red Cross, and American Heart Association and Arizona Healthways.

With the combination of high interest and very low cost to the Department, this pilot program was deemed a success. Both staff and inmates were highly

interested in the program.

This event could not have been accomplished without the time and support of many Globe staff members, including Deputy Warden Travis Badgett, Mollie Earven, Robert McBride and Velia Naraine. It was an excellent opportunity for Health and Operations staff to work together for a common goal: improving the health and well-being of those around us. Also, the Health Fair supported the goals of ADC's QWL-21 Program.

The Health Education Program will continue to develop and promote health fairs at other facilities, alternating between regions. If you would like further information, or have any suggestions, please do not hesitate to contact the Health Education Program at (602) 255-4222.

An Eyman Employee's Passion for Taxidermy

By Kathleen Manning-Chavez, Training Officer I, ASPC-Eyman

He likes to catch them in their natural setting, then place them in his living room. Chris Mendoza's hobby isn't butterfly netting or photography. It's taxidermy. The Cook Unit lieutenant has been skinning, freezing and tanning all sorts of desert animals for years.

It all began while interning for the Arizona Game and Fish Department while attending Northern Arizona University in 1984. He was involved in drop netting and baiting desert bighorn sheep in efforts to help the large animal from continued genetic isolation in the Kingman region. A story, including the specific work Mendoza did on the project, was published in March of 1984 in *Arizona Highways* magazine.

He worked with the Game and Fish Department from 1983 to 1987 and it was during that time he met and became friends with Tim Rajsich, a taxidermist in Flagstaff.



Lieutenant Chris Mendoza shows off his work

societies and wildlife foundations and that's how I met Tim. I helped him in his shop and he taught me the trade," said Mendoza. "I have hunted and fished all my life. The preservation of the animal is very intriguing to me. It's a form of art."

Mendoza said he used to take photographs of animals, but found it

was just not enough for him.

"Taxidermy is a stress reliever for me," said Mendoza.

And since Mendoza has been into the hobby for several years now, he said the poses and looks of the animals come natural to him. He may work on taxidermy full time when he retires from ADC.

Recently, Mendoza entered several exhibits in the Kearny's Pioneer Days as a hobbyist taxidermist. He took all blue ribbons with

one best of show.

There are numerous desert animals that Mendoza has worked with, including quail, rattlesnakes, game birds, javelina and turkeys and has assisted with big game animals. Currently, Mendoza is working on mallards and quail.

INS Lends a Helping Handcuff to ASPC-Florence

by Dan Danser, COIV, ASPC-Florence

Lt. Martin Gutierrez (pictured right) is carrying one of the boxes of side restraints Immigration Naturalization Services donated to ASPC-Florence. Through the efforts of Lt. Martin Gutierrez, INS donated a total of 220 sets of Smith & Wesson side restraints valued between \$8,000 and \$12,000 to ASPC-Florence. The side restraints will be shared with ASPC-Eyman. Lt. Gutierrez spent 10 years with ADC before joining INS. ADC is grateful for the generosity shown by INS. Side restraints are used during the transportation of inmates and to restrain high custody inmates.



Training is the Key

How to Get the Most Out of Training



Regardless of why we attend training, we should gain something from being there. Getting the most out of training depends on several things: Attitude, Involvement and Application.

Attitude

Why do you need training? It could be that you were assigned to attend training. Organizations such as ours conduct training for a multitude of reasons. Court decrees, legislation, federal mandates, performance issues, and professional development are just a few of the reasons we train. As a result, some of the training subjects may be repeated year after year, for example Communicable Disease and HazMat. If a class is presented year after year there is good reason. It refreshes our knowledge

and provides updates on new concepts and facts so that we can work safely. So what do we do if we have heard it all before? Remember: Attitude - listen for new facts or ideas, participate in activities and discussions about the subject and refresh your knowledge. Keep an open mind and have a good attitude about attending any training is important!

Involvement/Application

Adults learn new information when they have an opportunity to share that information with others by giving and receiving feedback in the learning environment. Many of the Department's training classes have activities designed to involve the student in class discussions and apply

what they are learning in solving problem simulations. These activities are useful in telling us what we do and don't know. We have an opportunity to develop ownership of the subject by being involved. Activities also help us understand concepts and apply them directly to our lives and workplace. So participate during class, share your ideas and receive even more knowledge in return.

So, how do you get the most out of the training you attend? Have a good attitude about being there, get active and participate.

Basic First Aid and Life Support Becomes CARE

by Carolyn Verdugo, Training Officer I and CARE Coordinator, ASPC- Douglas

The American Heart Association published the **"Guidelines 2000 for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care, International Consensus on Science.** The Guidelines have made it easier for the lay rescuer to remember the procedures for BLS/CPR.

Lay rescuers will no longer check for a pulse. They will **scan the body for signs of circulation (normal breathing, coughing, or movement).** The adult compression rate and breaths for two-rescuers has been changed from five compressions to one breath to **15 compressions to two breaths.** The adult compression rate is now **100 chest compressions per minute** in cycles of 15 instead of 80-100 chest compressions. Adult breaths are **two seconds long.** Hand placement is found by placing the heel of one hand in the **center of the chest between the nipples, and then placing the other hand on top of the first hand.**

Unconscious adult and child obstructed airway procedures use **CPR chest compressions** to clear the airway. **Back Blows have been eliminated** from the obstructed airway for the unconscious infant. The tongue jaw-chin lift has been replaced with the **head tilt-chin lift opening the mouth widely** when looking for an obstruction in an airway.

With the combined effort of several Staff Development/Training Bureau staff members and **Alison Banks-Conyers**, Health Educator II, ADC Health Services Division, the FABLS lesson plan became Correctional Analysis and Response to Emergencies (CARE). This new lesson plan incorporates four lesson plans, Basic Life Support, First Aid, Suicide Prevention, and Signs and Symptoms of Mental Illness into one eight-hour lesson plan. Staff will still be required to attend every two years.

A CARE pilot class was held at the



Participants in the Care Pilot at ASPC- Perryville practice the new procedures

ASPC-Perryville on May 9. Participants were very surprised to learn of the streamlined BLS/CPR procedures. After making necessary changes based on the pilot's findings, the CARE lesson plan will be ready for implementation July 1, 2002. Current FABLS instructors will be trained on the CARE lesson plan during the month of June. New CARE instructors will be trained in July and August.

This is the time for all institutions to recruit new instructors.

Political Activities for Department Employees

In November, Arizona will be electing its new political leaders. During this time, it's important that all ADC employees know what they may or may not do for political campaigns.

The state has established certain restrictions in law on political activities by covered state employees. In part, A.R.S. § 41-772 states:

It is the public policy of this state that government programs be administered in an unbiased manner and without favoritism for or against any political party or group or any member in order to promote public confidence in government, governmental integrity and the efficient delivery of governmental services and to ensure that all employees are free from any express or implied requirement or any political or other pressure of any kind to engage or not engage in any activity permitted by this section.

Because violation of this policy could result in a suspension of not less than 30 days or dismissal, employees are urged to refer any questions to their supervisor prior to participating in any political activity not covered by this policy. Questions regarding interpretation of these laws should be directed to the AZ Department of Administration Human Resources Office.

Prohibited Activities

A covered employee shall not: 1. Be a member of any national, state or local committee of a political party. 2. Be an officer or chairman of a committee of a partisan political club. 3. Be a candidate for nomination or election to any paid public office. 4. Hold any paid, elective public office. 5. Take part in the management or affairs, such as business or operational activities, of any political party. 6. Take part in the management of any partisan or non-



partisan campaign or recall effort.

Exceptions

These prohibitions do not apply to school board elections or community college district governing board of a common high school district or as a member of a community college district governing board.

Allowable Activities

Any employee may: 1. Express an opinion, interpreted to include wearing a political badge or button or displaying a political bumper sticker. 2. Attend meetings for the purpose of becoming informed about candidates for public office or about political issues. 3. Cast a vote. 4. Sign nomination or recall petitions. 5. Make contributions to candidates, political parties or campaign committees which are contributing to candidates or advocating the election or defeat of candidates. 6. Circulate candidate nomination or recall petitions. 7. Engage in activities to advocate the election or defeat of any candidate. 8. Solicit or encourage contributions to be made directly to candidates or campaign committees which are contributing to candidates or advocating the election or defeat of candidates.

Limitations

Except for expressing an opinion, an employee shall not engage in any activity permitted above while on duty, while in uniform or at public expense.

Arizona's law (A.R.S. § 41-772) applies to covered merit system employees. Generally, Arizona's law does not apply to exempt and uncovered employees and such employees may engage in any form of political activity, provided no state resources are used.

Exempt and Uncovered Employees may:

a) Engage in activities to advocate the election or defeat of any candidate, including distributing nominating petitions, soliciting contributions, distributing leaflets, putting up signs, placing telephone calls, etc.

b) Make campaign contributions to candidates, up to \$300 for local offices per election cycle and \$760 for statewide offices per election cycle.

Exempt and uncovered employees should not:

a) Serve on any campaign committees.

b) Use their official title in any manner relating to a political campaign.

c. Use state resources for campaign purpose, including participating in any campaign work while on state time or at work.

In summary, exempt and uncovered employees are free to do what is appropriate; however, in doing so, while an activity may be within these guidelines, we must exercise common sense and good political judgement and remain cognizant of the headline test.

Taking Off the Inches with Weight Training

Adding weight training to a proper diet and a cardiovascular routine practically guarantees slimming results.

First, weight training speeds up your metabolism. This means your body becomes more efficient at burning calories. When building muscle mass, your muscles actually consume calories from your food to maintain themselves. Resulting in fewer excess calories to turn into fat. In fact, by lowering calorie intake new muscle mass will eat up some of your body fat. There's a delicate balance that you need to strike here, because if you cut your caloric intake too dramatically, your muscles will shrink and your body might feel threatened by starvation and begin to store extra fat as a precaution.

Weight training increases your heart rate. Yes, it is basically an anaerobic exercise, not designed for fat-burning the way cardiovascular exercises are, but between sets, your heart rate remains up, and you actually are getting a bit of the aerobic effect throughout your circuit. The best way to take advantage of this is to use a light to medium

amount of weight and do a lot of repetitions (for example, three sets of fifteen). You should feel your muscles burning, though, and the last three or four reps should be difficult to do. If you breeze through it, you may get the aerobic effect, but you won't increase your muscle mass sufficiently.

People who lift weights generally sleep more restfully than people who don't. A correlation has been shown between insomnia and weight gain, with many possible explanations. The most logical is probably the body repairs and restores itself during restful periods. When it is deprived of sleep, its fat-metabolizing mechanisms must work in a less than optimal state. Well-rested organs are better equipped to take care of business. If you don't sleep well, the best way to change that is to begin weight training.

Women also do not become masculine-looking when they build muscle mass. If anything, they develop a more symmetrical, feminine shape. Women don't have the hormonal makeup men have, and therefore aren't able to build as much muscle mass. Only with steroids and fanatically intense training can a woman develop a manly body.



When you begin weight training, stay off the scale for a while, but get out the tape measure. Your weight may stay the same for a month or two (or longer), but you will almost certainly lose some girth within that time frame.

Lewis Pumped up about the New Weight Room

by Tobey Hodgin, Executive Staff Assistant, ASPC-Lewis

"I notice we have an exercise facility, but where is the exercise equipment?"

During his first tour as warden, William Gaspar asked this question after seeing the empty weight room at ASPC-Lewis.

Soon after becoming the Warden of ASPC-Lewis, Mr. Gaspar put together a volunteer committee of employees consisting of CO II Lauren Davis-Attia, ADW Rodney Carr, CO III Chris Titus, CO II Autumn Garcia, CO II James Mitchell and chairperson ADW Paula Jackson to provide him with a plan and a list of the equipment that would provide staff with their diversified workout needs and give

them the "best bang for their buck."

The result was a new state-of-the-art exercise facility including: a Roman chair, a preacher curl, 10 station universal, dip station, bench press with 600 pounds of weights, incline/decline bench, recumbent bike and two sets of 5-50 pound dumb bells.

On May 8, ASPC-Lewis held its ribbon cutting ceremony for their newly furnished exercise facility. Southern Region Operations Director Meg Savage, guest of honor, was in attendance for the official opening of the much awaited exercise facility.

The vision of providing staff with a free, on-site exercise facility open 24 hours a day had been an on-going project since



Correctional Officer Catherine Dewell works her shoulders in the ASPC-Lewis weight room.

April, 2000 when Arizona Department of Administration broke ground to start the construction of the building.

All of the equipment was purchased with the ASPC-Lewis Employee Fund.

DOA Cracking Down on Porn

by Scott Myers, Information Technology Specialist, Central Office



The Department realizes the value of the Internet as a tool that can greatly assist in research, technical support, training and various other areas, but as with any tool, there comes a responsibility for its use.

To ensure inappropriate Internet use is kept in check, Department of Administration is now monitoring the Internet traffic of ADC employees.

DI 194 states, "An employee with Internet access may use the access for personal use. It goes on to say: "Private use of the Internet should occur during breaks, lunch periods or during off-duty time before or after work."

Private use of the Internet requires using good judgment. Employees are not allowed to visit any site containing offensive language, nudity or any type of sexual content. This goes beyond pornographic web sites. If an employee accesses a website for jokes that contain inappropriate language, cartoons or pictures depicting any type of nudity or sexual content, then they are in violation of DI 194. The same would go for e-mail. Many employees are able to check their

Effective E-mail Tips

by Dave Crickette, Chief Information Officer, Central Office

This is the second part of the two part series on responsible e-mail use.

Here are some basic guidelines on e-mail etiquette.

- ✓ Some people like to type in all caps. In e-mail, this is considered yelling. When creating an e-mail, please make sure your caps lock is off. Only use all caps to emphasize a specific point.
- ✓ Read through your e-mail again before you send it. Be very specific in your references. If you are referring to a person or place or item, make sure the reader knows what person, place, or object you are referring to. Taking the time to add a few extra words can add clarity to your e-mail.
- ✓ Be careful on what you attach to your email. Attachments can contain confidential information as well as viruses. Avoid sending greeting cards as attachments; forwarding jokes or other "cute" things via our e-mail system.
- ✓ Make sure you are sending the e-mail to the correct individual(s). As you start to fill in the "To:" category. GroupWise starts to automatically fill in the name for you. Make sure it is the correct name.
- ✓ Be careful when using the spell checker. The spell checker will take words that are close to the spelling you attempted, but can suggest the wrong word. Some mistakes will not be detected by the spell checker.
- ✓ The use of **bold**, *italics*, or underline can emphasize points in an e-mail.
- ✓ Check your punctuation. Placing a comma in the wrong place can change the entire meaning of a sentence.
- ✓ Please take the extra time to review your e-mail before you send it. A few minutes spent before you send the message can save you hours of explaining afterwards.

personal e-mail through the Internet. The e-mail account may be with an Internet Service Provider, Hotmail, Yahoo or other email service. If any of the content in an employee's personal e-mail account contains rude or offensive language, nudity, depictions of nudity or sexual content, they are prohibited from viewing it from Department computers.

In the future, ADC will selectively monitor Internet traffic and use. Any traffic to an inappropriate web site will be logged. The Department will investigate, locate the individual and take action according to DO 508:

Employee Discipline.

The Department does understand the difference between a mistake and misconduct. In the event of accidentally visiting a prohibited site, contact your supervisor immediately. Note the date, time and website visited.

If you have been granted Internet access, use it wisely. Remember, any web site visited is a reflection of the Department. Visiting these kinds of web sites reflects poorly on the Department and must be avoided.

Student Shows Vested Interest in Canines

by John Granberry, Captain, ASPC-Tucson

There is a special fifth grader at Robison School in Tucson, Arizona. His name is Michael Valdez. Two years ago, Michael noticed in a magazine article some police canines didn't have protective vests and that participants in a disturbance were throwing rocks at these dogs.

10-year-old Michael decided since the handlers wore protective tactical gear, the police dogs in Arizona should be afforded some degree of protection as well. He soon discovered Kevlar vests were expensive and many police agencies didn't have a budget to support spending \$525 per vest to outfit their canines. This prompted Michael to begin a campaign that raises funds to purchase vests for various departments.

Michael contacted leaders in the business community in Tucson and found they were more than willing to lend financial assistance. He then established a non-profit organization checking account "Protect Police canines."

Word soon spread and to date, statewide, Michael has outfitted 44 police canines. Many agencies throughout the state contacted Michael to be put on the waiting list for protective vests, and he was able to accommodate the requests. His outstanding effort was recently featured in an article in *International Chiefs of Police* magazine. I personally knew of Michael's accomplishments and contacted him to try and obtain two vests for the newly dually certified canines at the Tucson Complex. Our Department's canines are moving beyond simply being drug dogs, and now can offer personal protection for their handlers, assist in cell extractions and disturbance control.

I felt outfitting these dogs with protective tactical gear before putting them in harm's way is the first step in expanding their ability to better



Ten-year-old Michael Valdez with Warden Charles Flanagan and the K9 unit at Arizona State Prison Complex-Tucson.

protect our Officers. When Michael was asked if he could provide us with two vests, he more than met the challenge, providing the Department with three vests. Michael has promised us two more vests, and soon we will be able to afford protection for all five canines at the Tucson Complex.

On May 8, Michael formally presented three vests to the Tucson Complex in a ceremony covered by two of the three local television networks. After the event Warden Charles Flangan took Michael and his father on a tour around the prison's perimeter.

On May 20, ASPC-Tucson presented Michael with a plaque to recognize his efforts and a check for money raised at the Tucson Complex to be added to Michael's fund.

If you would like to contribute to "Protect Police Canines", contact Captain Granberry at the Tucson Complex. With heartfelt thanks, the Department recognizes the fine effort Michael has put forth, and looks forward to a continuing working relationship with this special young man.

Ready to Listen



Diann Weiss is the new Administrator for the Personnel Services Bureau in the Human Resources/Development Division. Weiss has served Arizona State Government in various positions for 18 years; most recently as a Personnel Manager for the Arizona Department of Administration.

"I'm looking forward to helping employees. I want to be available to all employees and listen to any issues that concern them. My focus will be on customer service," said Weiss.

If you have any personnel questions, you can reach Diann Weiss at (602) 542-3371.

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the rest of society. Bravery, commitment, and the desire to serve one's community are among the many core values we share across the nation. However, the most important value attributable to law enforcement, because of the oath to protect and defend the state and national constitutions, is integrity. When an individual, by virtue of his or her oath of office, is given the ability to use lethal force or the responsibility to protect the constitutional rights of other human beings, it is the value of integrity that permits successful accomplishment of that mandate.

The Arizona Department of Corrections has worked hard over the last couple of decades to become a valuable and respected part of Arizona's law enforcement community. Our partnerships with employee groups have been and will continue to be an instrumental part of in this continual

endeavor. AFSCME and FOP have long been a contributing part of that achievement. Regrettably, in AZCPOA's short history, the organization and its leadership have unequivocally demonstrated that integrity is not a core value. Consequently, I will not legitimize AZCPOA by participating in any activity that they are associated with. I will only provide to AZCPOA and its membership that which is required under the law.

It is indeed unfortunate and regrettable, that a minority organization representing law enforcement employees, would condone such unethical behavior and the dissemination of untruthful information.

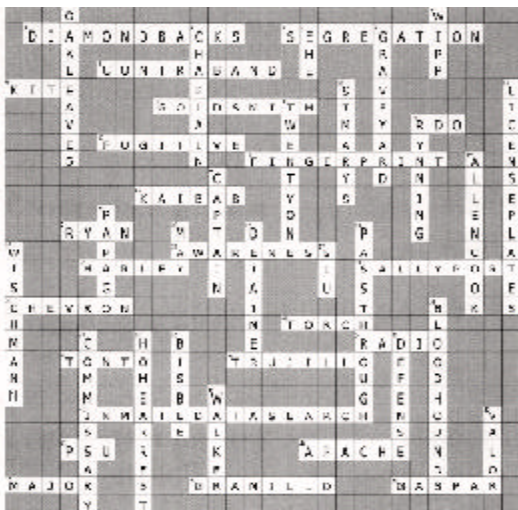
INTEGRITY MUST PREVAIL - especially when truth is necessary to succeed with the Arizona Legislature in the future!

Department Retirements



Ted Morris, Captain, Safford
George Stackzo, COII, Eyman
John Jung, Investigations
Supervisor, Yuma
Mike McKee, Deputy Warden,
Yuma
Donna Meidt, Psychology
Associate II, Health Services

April's Answers



DRAWING WINNER

Brian Adams, ASPC-Tucson

Other Correct Entries

Peggy Baldwin, ASPC-Lewis

Lori Roberts-Mathis, ASPC-Lewis

Tim Lawrence, Central Office



Health Services is Moving on August 1

Their new address will be:

Health Services Division
Arizona Department of Corrections
1110 W. Washington, Suite 310
Phoenix, AZ 85007
Phone (602) 364-2900
Fax (602) 364-2958

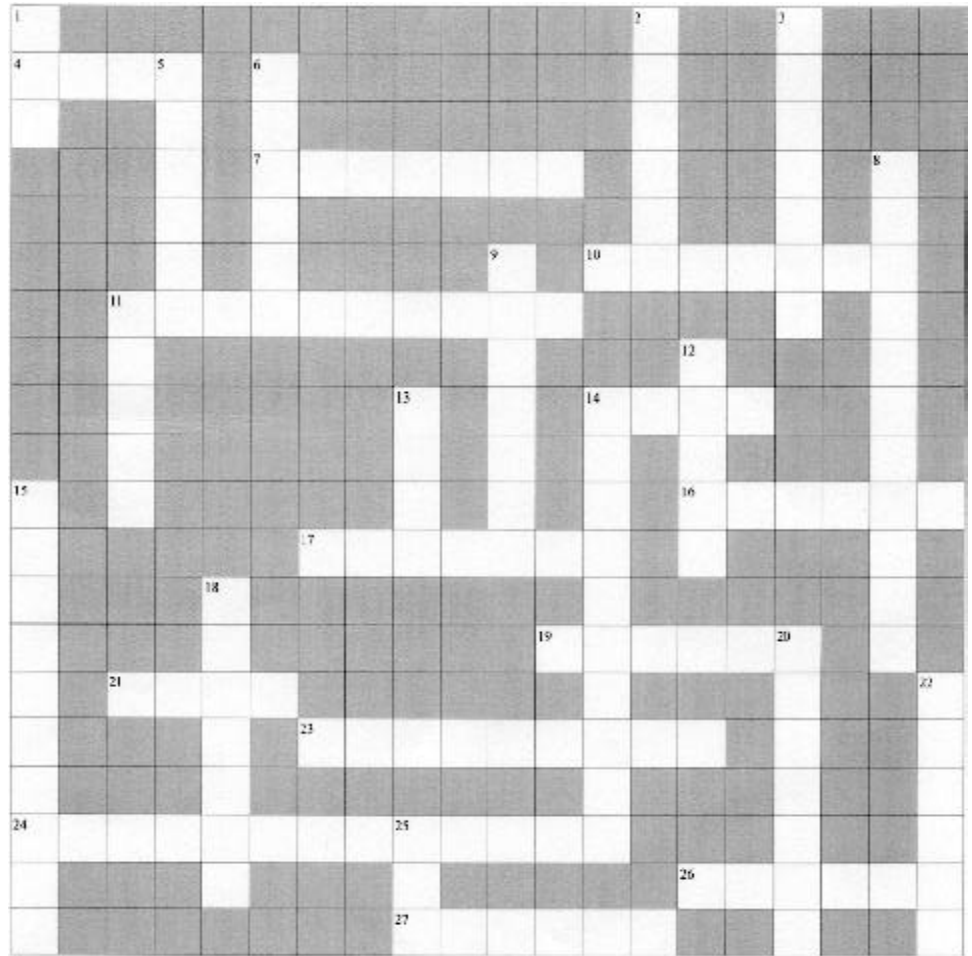
Corrections Cross-section

Down

1. Statute allowing officers to bear arms (acronym)
2. Officers providing community supervision
3. To serve and _____
5. Conducted to find contraband
6. Material used to keep officers and K9s safe
8. A shocking escape deterrent
9. Town near ASPC-Lewis
11. State executing the most condemned prisoners
12. Newly hired Personnel Services Bureau Administrator
13. Highest custody score
14. New method of payment accepted by ACI
15. A way to send an inmate money
18. Florence, Marana and _____
20. Act of violence on staff or an inmate
22. Another name for disciplinary citation
25. Donated side restraints to Florence (Acronym)

Across

4. All _____ in an email is considered yelling
7. Commuting alternative
10. Inmate growth vs. bed _____
11. Average number of months served by an ADC inmate
14. Outside work _____
16. Officer badge color
17. Usual time for visitation
19. New York prison
21. Location of federal detention center near Florence



23. Instrument that gets at the truth
24. _____ experts have the best shot
26. Those who wear blue
27. Assistant Director of Administrative Services

Successfully complete the Corrections Cross-section and win merchandise. Correct crossword entries will be entered into a drawing.

To enter, submit the completed puzzle with your name, telephone number and place of employment to Virginia Strankman at Mail Code 441 or 1601 West Jefferson, Phoenix , Arizona 85007.

Look for the answers to the crossword puzzle and the winner of the contest in next month's issue of Directions.